DEPARTMENT OF THE ARMY

EP 1110-3-8

U.S. Army Corps of Engineers Washington, D.C. 20314-1000

CEMP-RA

Pamphlet No. 1110-3-8

1 December 1999

Engineering and Design PUBLIC PARTICIPATION IN THE DEFENSE ENVIRONMENTAL RESTORATION PROGRAM (DERP) FOR FORMERLY USED DEFENSE SITES (FUDS)

TABLE OF CONTENTS

	<u>Paragraph</u>	<u>Page</u>
Chapter 1	Introduction	_
	Purpose1-1	1-1
	Applicability1-2	1-1
	Distribution Restriction Statement 1-3	1-1
	References 1-4	1-1
	Explanation of Abbreviations 1-5	1-2
	Background 1-6	1-3
Chapter 2	Establishing and Maintaining	
	Community Relations Programs	
	Scope2-1	2-1
	Stakeholders in the Community	
	Relations Program2-2	2-1
	Goals of the Community	
	Relations Program2-3	2-2
	Responsibilities 2-4	2-2
	Community Relations Activities	
	for Remedial (HTRW)Response Actions 2-5	2-6
	Community Relations Activities	
	for Removal (HTRW/OE) Response	
	Actions 2-6	2-11
	Community Relations Plans (CRPs) 2-7	2-13
	Revision of CRPs2-8	2-17
	Communication Media and Techniques 2-9	2-18
	Restoration Advisory Board (RAB) 2-10	2-20

EP 1110-3-8 1 Dec 99

	<u>Paragraph</u>	<u>Page</u>
Chapter 3 Establishing and Maintainin	ig RABs	
Scope	_	3-1
Determining the Need for		3-1
RAB Responsibilities		3-2
Composition of RABs		3-3
RAB Formulation and Se		
Announcement, and Tra	•	
Members	•	3-4
Member Rules and Respo		3-7
RAB Operations		3-9
Technical Assistance for		
Participation (TAPP)		3-10
Additional Technical Sup		3-18
Funding		3-19
Reporting		3-21
Community Involvement		3-23
,		
Chapter 4 Establishing and Maintainin	g	
Administrative Records		
Scope	4-1	4-1
Definition of Administrat	ive Record 4-2	4-1
Judicial Review	4-3	4-2
Public Participation	4-4	4-3
Procedures for Establishi	ng the	
Administrative Record.	4-5	4-4
Compilation	4-6	4-5
Index and Table of Conte	ents 4-7	4-5
Administrative Records (Coordinator 4-8	4-6
Maintaining the Record	4-9	4-7
Contents of the Administ		4-9
Inclusion of Documents b	oy .	
Reference Only	4-11	4-11
Postdecision Information		4-12
Public Availability	4-13	4-13
Remedial Response Action		4-13
Removal Response Actio		4-13
Relationship to Modern A		
Recordkeeping System	<u> </u>	4-14
Filing and Binding		4-15
Audit Procedures		4-17

N-1

Appendix N Model Administrative Record Table

of Contents

EP 1110-3-8 1 Dec 99

		<u>Paragraph</u>	<u>Page</u>
Appendix O	Model Administrative Record Data Element Definition Index		O-1
Appendix P	Model Administrative Record Transmittal Cover Letter		P-1
Appendix Q	Model Administrative Record Document Transmittal Acknowledgment		Q-1
Appendix R	Sample Administrative Record Fact Sheet		R-1
Appendix S	Model Administrative Record Notice of Public Availability		S-1
Glossary		(Glossary 1